

Indiana Secretary of State Connie Lawson



Business Services Division

We are the Experts

13 employees with 185 years of combined experience providing these vital services

- Business Entities
- UCC
- Notary
- Trademarks
- Authentications
- Summons
- Business Services Helpline

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Business Entities

•In order to create certain formal business entities, the first step is to file organizational documents with SOS.

• For-profit corporations, Professional Corporations, Nonprofit Corporations, Limited Liability Companies, Limited Partnerships, Limited Liability Partnerships, Agricultural Cooperatives & Business Trusts

- All entities are either Domestic or Foreign types
 - Domestic: entity domiciled in Indiana
 - Foreign: entity domiciled in another state or country

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Business Entities

- Easily form a new business online
- Check name availability
- File business entity reports
 - For-Profits every 2 years
 - Nonprofits every year
- Supplemental filings



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Business Entities

- Obtain certificates of existence
- Download copies of business entity documents
- Search for business entity names
- Request special searches



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Supplemental Filings

- | | |
|---|---|
| • Articles of Amendment | • Notice of Change of Registered Office or Registered Agent |
| • Articles of Dissolution | |
| • Certificate of Assumed Business Name | • Statement of Resignation of Registered Agent |
| • Cancellation of Assumed Business Name | • Change of Officer |
| | • Change of Principal Address |

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UCC Services

- Browse the UCC database
- File UCC financing statements and amendments
- Download search certificates

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Notary Public

- SOS Notary Portal
- Search for notaries public
- Find out how to become a notary
- Application, revisions and training
- Statistics
- Frequently Asked Questions



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Trademarks

- Search trademark data
- Find answers to frequently asked questions
- Download applications



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Authentications

SOS provides apostille and authentication services to U.S. citizens and foreign nationals for documents used overseas.

Documents that can be authenticated:

- Corporate documents such as company bylaws and articles of incorporation;
- Power of attorney;
- Diplomas/Transcripts;
- Letters relating to degrees;
- Marital status;
- References and job certifications;
- Home studies;
- Deeds of assignments;
- Distributorship agreements; and
- Papers for adoption purposes.

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Duties of the Filing Office

- The Primary duty of the BSD is to maintain records
- All documents maintain by BSD are public records
- SOS shall file it
- SOS responsibilities are described in statute as "ministerial"

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Fraudulent Filings

- Business Identity Theft
- Fraudulent Financing Statements
- Fraudulent Apostilles and Authentications

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Questions or Comments?



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Contact Information

Business Services Helpline
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**Office of the Indiana
Secretary of State**



Thank you!
